



**National Commission
on Libraries and Information Science**

MINUTES

December 7-8, 1978
Beverly Hills, California

- MEMBERS PRESENT - Joseph Becker, Robert W. Burns, Jr.; Joan H. Gross; Clara S. Jones; Marian P. Leith; Frances H. Naftalin; Horace E. Tate; John E. Velde, Jr.; William J. Welsh (for Daniel J. Boorstin); Mildred E. Younger (Thursday only); and Charles Benton, Presiding
- STAFF PRESENT - Alphonse F. Trezza; William D. Mathews; Douglas S. Price; Mary Alice Hedge Reszetar; Carl C. Thompson; and Barbara K. Cranwell, Recording Secretary
- WHCLIS STAFF PRESENT - Vera Hirschberg; and Mary R. Power
- GUESTS PRESENT - Daniel W. Casey, Former NCLIS Member
Eileen Cooke, American Library Association, Washington Office
Arthur Naftalin
Nancy Percy, California State Library
Murray Pollard, California State Library
Robert Wedgeworth, American Library Association
Julia Li Wu, Former NCLIS Member

Opening Remarks

In his opening remarks, the Chairman stated that "Perspective" would be the general goal for the two-day meeting. Hopefully, by the end of the meeting we should have a good idea of "Where We Are" in NCLIS and White House Conference activities, he said.

The Chairman introduced the guests and Mary Power, White House Conference Associate Program Coordinator, and Vera Hirschberg, White House Conference Public Affairs Coordinator.

The Chairman announced that he has a meeting with President Carter this winter and requested input for agenda items from Members beforehand. He also asked the Commission's indulgence and patience, explaining that his background does not include libraries and information science, stating that he sees his role as a catalytic agent to get the best input from the entire group.

Agenda

The agenda was approved as submitted, after inclusion of "library fees" under discussion of Proposition 13 at the request of Mrs. Jones.

Minutes

Two items were added to the Minutes of the September 21-22, 1978, meeting in Albany, New York:

- (1) p.16 - Commissioners' Comments. The Chairman announced that he had been invited, as a representative of NCLIS and the scholarly community, to serve as a member of the managerial board of the Computerized Bibliographic System, and that he had agreed to serve. This board is made up of representatives of the Council on Library Resources, the Library of Congress, and the NCLIS.
- (2) p.13 - (insert underlined words, as requested by Mr. Burns). It was agreed that Mr. Burns would take Dr. Cuadra's place as a Commission Member on the Advisory Committee.

It was MOVED by Mr. Velde, seconded by Mr. Becker, that the Minutes of the September 21-22, 1978, NCLIS meeting be accepted, as amended by Dr. Burkhardt and Mr. Burns. Passed unanimously.

Status of Commission Appointments

The Chairman stated that there have been no new developments in the three new appointments to be made to the Commission. He thanked Julia Wu and Daniel Casey for their attendance until the vacancies are filled.

NCLIS Activities Review

The Chairman began the discussion by emphasizing, "We must focus our energies primarily on the White House Conference. It is the biggest opportunity we have. We do, however, have other important business. The NCLIS Activities' Review is to sort out the priorities. Because of our limited staff and resources, we must focus our energies on the main chance, which is the White House Conference."

Mr. Mathews, with commentary from Mr. Trezza and Mr. Price, presented the following outline review of present NCLIS activities and commitments.

Fiscal Year 1979 Existing NCLIS Commitments:

- | | |
|--------------------|---|
| (1) Research | (4) Communication |
| (2) Implementation | (5) Working Relationships |
| (3) Administration | (6) National Constituency
Activities |

Research

Some of the major mechanisms we have in the area of research are:

- (1) Task Force Activities. (Approved by the Commission are: (a) the Public/Private Sector; (b) the International Relations; and (c) the Monographic Literature.)
- (2) Library of Congress Authority File Study. (An important study to which we have given support.)
- (3) Standards Activities. (Crucial at the national level. The Commission is supporting Z39.)
- (4) State Library Consultants. (First meeting was held a year ago in Pittsburgh, as was a second meeting; a third meeting is scheduled for the Dallas/ALA Conference in June. The main purpose is to educate state librarians and their staff to do a better leadership job in their states. A manual will be developed and shared with all of the states.)
- (5) Committee for the Coordination of National Bibliographic Control (CCNBC). (Very much concerned with issues of bibliographic control on a nationwide scale. Committee is made up of a diverse group of people. This Committee is being funded by NCLIS in cooperation with the National Science Foundation and the Council on Library Resources. The Secretariat is being provided by the Council on Library Resources.)
- (6) Cultural Minorities. (Looks at our Objective #2 in the National Program Document. At some point this activity could become a task force.)

Implementation

- (1) Photocopy Study. (First nationwide study providing a base line against which a future study can be compared. NCLIS is cooperating with the Register of Copyrights who is presently working on the plans for the legally mandated five-year review. This review requirement was included in the law on the recommendation of NCLIS. The copyright issue is a continuing responsibility of the NCLIS.)
- (2) National Periodicals System Advisory Committee.
- (3) School Library Media.
- (4) Computer-to-Computer Protocol.
- (5) Project Media Base.

Administration

Much staff time involved in:

- (1) Commission Meetings
- (2) Correspondence
- (3) Budget Preparation
- (4) Fiscal Control
- (5) Fiscal Relations with the Office of Education
- (6) Personnel

Communications and Awareness

- (1) Annual Report
- (2) Articles and Speeches
- (3) Information/Technical Services

Working Relationships

- (1) Office of Education Network Conference. (Staff is constantly keeping the Office of Education advised of our perspectives in this area.)
- (2) Information Industry Association (IIA) Information Policy Conference. (Early planning stage. Obviously, this will have impact for ideas for the White House Conference.)
- (3) Network Technical Architectural Group (NTAG).
- (4) Copyright. (Continuously working with the Copyright Office.)
- (5) Depository Act. (Concerned with how the Government goes about publishing and distributing publications, thus, is an important matter for NCLIS.)
- (6) Public Printer of the Government Printing Office (GPO).
- (7) National Telecommunications and Information Agency (NTIA). (Located within the Department of Commerce. Asked NCLIS for assistance in formulating a paper on information policy.)
- (8) Congressional Staff.
- (9) Other Executive Agencies. (Important and time consuming.)

National Constituency Activities

American Library Association

American Society for Information Science

Association for Educational Communications and Technology

Association of American Publishers

Association of Information and Dissemination Centers

Association of Research Libraries

Council on Library Resources

Information Industry Association

Library of Congress

National Federation of Abstracting and Indexing Services

National Science Foundation

Special Library Association

(Actual list too numerous to present. There is a continuing awareness of need to work with these, and other, groups.)

Report on the Bibliographic Control of Audiovisual Resources

Without discussion, it was MOVED by Mrs. Leith, seconded by Mrs. Jones, that the revised "Project Media Base: Bibliographic Control of Audiovisual Resources" Report be accepted as submitted. Passed unanimously.

Budget Review

A fiscal statement and a package prepared on zero-based budgeting for submission to the Office of Management and Budget were included in the meeting packets.

The review, presented by Mr. Price, showed:

Appropriation.....	\$648,000
Total expenditures to date.....	102,011
Total obligated.....	570,431
Balance to be encumbered by 9/30/79.....	77,569

After Mr. Price's presentation, the Chairman requested that the staff prepare a monthly NCLIS budget, stating, "We have to sort out our fixed expenditures. We must have a monthly budget which we can evaluate our programs on. I think it is mandatory. This is the only way we can be fiscally responsible. The Executive Committee will work with Mr. Trezza and Mr. Price to bring the reporting format into view."

Report on the Role of the School Library Media Program in Networking

There was lengthy discussion on implementing the recommendations contained in the "Report on the Role of the School Library Media Program in Networking." Mrs. Leith made the motion that the Commission approve proceeding with implementing the recommendations contained in the Report, and further, that Commission funds, not to exceed \$10,000, be authorized for this project.

After Mrs. Leith's motion, the Chairman spoke against the motion. "If you look at the school library field and its needs, the role of the school library in networking is low down on the priorities, in my view. The basic role of the school library is to support the curriculum. I urge you not to make a decision on this today. We should spend our time between now and the March meeting evaluating our priorities. An alternative idea is that we try to involve the school libraries on a fundamental problem in the basic communication scale. I think it is irresponsible for us to allocate 10-15 percent of our budget when we have not asserted our priorities."

Mr. Trezza explained that since this commitment was made at the September meeting, the funds have been encumbered and are, therefore, not included in the \$77,569 that is not yet encumbered.

Mrs. Leith, Mrs. Wu, and Mr. Velde expressed their strong support for this project, and reiterated the Commission's commitment to this project pointing out that the Minutes of the September meeting (page 10) stated:

It was MOVED by Mr. Velde, seconded by Mrs. Leith, that the staff prepare a plan for NCLIS's role in implementation of the Report's recommendations by the December meeting. Passed unanimously.

After further discussion, it was MOVED by Mrs. Leith, seconded by Mr. Becker, that the Report of the Task Force be accepted. Passed unanimously.

Because there have been previous commitments made (NCLIS participation in the meeting of the American Association of School Administrators in February and a meeting of the Association for Educational Communications and Technology in March), Mr. Becker supported Mr. Trezza's suggestion that \$5,000 from fiscal year 1979 budget be approved to support the costs of participating in the meetings mentioned and to enable the Commission to utilize the time of outside specialists to begin the work of implementation.

The remaining \$5,000, which would cover other implementation recommendations contained in the Report, such as the legal study, could be covered in the 1980 fiscal year budget.

After further discussion, it was MOVED by Mrs. Leith, seconded by Mr. Velde, that: (1) the Commission approve the recommendations for implementation contained in the "Report on the Role of the School Library Media in Networking;" and (2) that the Commission authorize funds not to exceed \$5,000 for this project. One month staff time is projected for this activity. Passed unanimously.

Governance - University of Pittsburgh Conference

The NCLIS/University of Pittsburgh Conference held in Pittsburgh on November 6-8, 1978, entitled "Structure and Governance of Networks," was a success, Mr. Trezza said, and a good review can be read from the November 27 and December 4 issues of Hotline. Mr. Welsh stated, "We lack credibility, generally, and we have to take initiative. We should be handling the periodicals project, not the Council on Library Resources. We should have the network conference, not the Office of Education. I think by calling the Pittsburgh Conference there was an opportunity for the Commission to get some visibility and publicity and to stand up and be counted.

National Periodicals Center

The document resulting from the first meeting of the Advisory Committee on the National Periodicals Center on October 16 and 17, 1978, was sent to all Members (CD #78-46) and included propositions. The second meeting is scheduled for December 18 and 19 in Washington, D.C. It is hoped that, as a result of this meeting, the Advisory Committee will make specific recommendations to the Commission for its consideration at the March meeting, Mr. Trezza informed the Members.

Mrs. Jones asked how the recommendation that a national library board be established has been received by the library and information communities. It was stated that the Association of Research Libraries has endorsed it. The Information Industry Association is opposed to the idea; they object to the fact that they had no representation on the CLR Advisory Committee during the development of the Technical Plan. The publishers are concerned with the economics of the Technical Plan and the American Library Association is not prepared to take a position. The research library community generally supports the Technical Plan and its recommendation for a national library board. NCLIS was not really involved in the development of the Technical Plan, although Mr. Trezza attended one meeting. In response to queries, he has stated that the NCLIS position has not been determined. The library committee of the American Association of Universities, an association of university presidents, said libraries have to buckle down and get on with this proposal which addresses a major problem directly.

It was the general feeling that the whole idea could fall through unless consensus is developed. The university presidents and the Association of Research Libraries are anxious to develop a consensus quickly as they hope

to get Congressman Brademas to introduce a bill. However, no legislation will evolve until there is consensus.

The Chairman urged a discussion of content and process in order for NCLIS to take a stand and be in a position to advise Messrs. Becker and Burns before the meeting of the Advisory Committee to be held December 18-19.

Mr. Burns reported that Mr. Allan Wittman, Publisher, Wiley-Interscience Journals, wrote an informal invitation to him requesting representatives from NCLIS to participate in a meeting of the AAP Journals Committee Meeting tentatively scheduled for next May 21 to discuss the Nationals Periodicals Center. The NCLIS representative(s) would serve on a panel with representatives from the Information Industry Association, the American Association of Publishers, the Association of Research Libraries, and the Council on Library Resources and would explain the proposed system. There would be panel reaction followed by questions and discussion from those attending the meeting. The Chairman suggested that Messrs. Becker and Burns caucus at the meeting on December 18-19 to determine NCLIS representation.

Mr. Welsh announced that he will make a presentation to the Executive Board during ALA Mid-Winter. "Hopefully, the result of that, since Mr. Trezza serves on the Executive Board, will be that he and I could agree that there ought to be a forum in February or March, sponsored by ALA, the Library of Congress, and NCLIS, to bring all of the varied interests together," he said.

The Chairman was pleased with Mr. Welsh's announcement, adding that he sees NCLIS' role as a mediator between the forces.

NCLIS Governance

A document entitled, "Proposed Governance Structure for NCLIS," prepared by Mr. Becker with input from Mrs. Jones and Mr. Welsh was distributed beforehand to the Members and to Mr. Trezza. The document outlines responsibilities of the Chairman, the Commission, and the Executive Director in the areas of Congressional and Executive Department Relations; Policy; Executive Committee; Program Committee; Research Committee; Public Information Committee; Task Force Operations; White House Conference Coordination; Budget and Expenditures; Commissioner Fees; Travel; and Staff Performance Evaluation.

Mr. Benton stated that this document is not set in concrete and is open for discussion.

Mr. Tate: How long would this document be in effect?

Mr. Benton: Once we approve it as a Commission, it would be our governing document during my duration, which is eighteen months. These are guidelines, they are not rules.

Mr. Tate: A Board of this nature is to make policy, and should not restrict the administration of the Executive Director. We ought to make the policies and the staff should operate under those policies. It is very difficult, if the Executive Director is restricted from speaking to agencies, to implement policies we have developed and adopted. (Referring to page 1, Congressional and Executive Department Relations.)

Mr. Becker: The words "appropriate level" was to give the Executive Director the full range of relationships.

Mr. Tate: I suggest it be restated: "The Executive Director conducts business when necessary."

Mrs. Jones: The key word is the Executive Director "maintains" official relationships. Another problem is the word only under the column marked Chairman. I suggest the word only be deleted. There was general agreement.

Mr. Benton: In the end, it is the Chairman's responsibility. "The buck stops here!" The idea here is not to constrict, but to clarify, responsibilities. It means, in the end, our being sensitive to each others roles and responsibilities.

Under "Policy/Chairman" it was agreed to delete the words, "Approves policies and."

Under "Executive Committee/Chairman" it was agreed to change the word "providing" to "determining."

Under "Executive Committee/Commission" it was agreed to add the underlined words: "to review the annual report prior to its submission."

The word "determines" was substituted for "provides" under the column marked "Chairman" for all of the Commission Committees, i.e., Executive, Program, Research, and Public Information Committees. There were a few other minor word changes.

It was decided that the section on the Committees would be handled in a separate document and not in the governance document as the format of the governance document did not lend itself to describing the Committees' activities, functions, etc. It was recognized that there is some overlap in the responsibilities of all of the Committees.

In discussing "White House Conference Coordination/Executive Director," Mr. Velde stated, "When the White House Conference came about, the Commission decided that the Executive Director would contribute only 25 percent of his time to that activity." To which Mr. Benton replied, "That was under the Chairmanship of Dr. Burkhardt. I feel that most of the Executive Director's time should be devoted to the White House Conference." Mr. Tate suggested that, "The Executive Director should spend whatever time it takes to get the job done, be it 10 percent or 99 percent of his time."

Under "Travel/Executive Director," Mr. Trezza stated that it would be virtually impossible for the Chairman to approve all of the Executive Director's travel. Mr. Benton responded that he had "no strong feeling about this."

Other portions of the governance document were discussed with minor suggestions. The Chairman suggested that additional and/or specific comments be sent to Mr. Becker, who will revise the document in light of Commission discussion and the additional suggestions he may receive. The Commissioners will receive a copy of the revised document before the March NCLIS meeting. It is expected that formal action on the document can be taken at that time. Mr. Benton thanked the Subcommittee (Mrs. Jones, Mr. Becker and Mr. Welsh) for a good job well done.

Task Force on the Relationship Between the Public and Private Sector

At the request of the Chairman, this task force was renamed the Task Force on Public/Private Sector Relations.

After discussion, it was MOVED by Mr. Velde, seconded by Mr. Burns, to accept the charter for the Task Force on Public/Private Sector Relations. The proposed list of persons to serve on the task force will be referred to the Executive Committee for review. Further, that the Commission approve \$25,000 from fiscal year 1979 and \$25,000 from fiscal year 1980, for a total amount not to exceed \$50,000 for this project. Passed unanimously.

At the request of Mrs. Naftalin, a list of current projects, with encumbered amount, was provided:

<u>1979</u>	<u>1980</u>	<u>Project</u>
\$30,000*	\$15,000	Periodicals Task Force
24,000*	0	Universal Availability of Publications (IFLA)
5,000*	5,000	School Media Project
25,000*	25,000	Public/Private Sector Task Force
15,000	25,000	Monographs Task Force
15,000	25,000	International Relations Task Force
<u>5,000</u>	<u>5,000</u>	Project Media Base
\$100,000	\$119,000	

* Unalterably committed. Officially approved by the Commission at either the May, September, or December 1978 meeting.

ASIS Information Organizations Meeting Proposal

Mr. Becker presented a proposal that is to be submitted to the National Science Foundation (NSF) by the American Society for Information Science. The project proposes a mechanism and meetings to provide coordination of input for information sector positions for the White House Conference (CD #78-57). Hopefully, the proposal will be funded by NSF. Representatives of library and information science organizations will be invited to Washington for a series of three meetings. The purpose of these meetings will be to discuss the total community's interest in the White House Conference and to solicit the opinions of the group as a whole regarding: (1) substantive national issues; (2) the manner by which they can best be addressed at the White House Conference, and (3) action, after the Conference, to be taken by the entire community to support the recommendations generated at the Conference.

The three meetings will have the following format:

- (1) Meeting No. 1 - Orientation;
- (2) Meeting No. 2 - Pre-Conference Action; and
- (3) Meeting No. 3 - Post-Conference Action

The Chairman expressed his opinion that this was an excellent idea.

Information Community Advisory Committee on the White House Conference

The idea of an Information Community Advisory Committee was suggested during the Pittsburgh Conference by Mr. Benton, Mrs. Hirschberg reported. Mr. Trezza and Mrs. Hirschberg began working on implementation, and the following organizations were contacted and asked to send recommendations of individuals to serve on an Information Community Advisory Committee:

- The Association of American Publishers
- The Association of Media Producers
- The National Audio-Visual Association
- The National Association of Broadcasters
- The American Newspaper Publishers Association
- The Computer and Communications Industry Association
- The Computer and Business Equipment Manufacturer's Association
- The National Micrographics Association
- The American Federation of Information Processing Societies
- The Information Industries Association
- The Independent Media Producers Association

So far, two responses with recommendations have been received--both from Media Producers:

Katherine Kish, Vice President for Planning, Education Division,
Singer Company

Edward J. Meell, President, Media Management Services, Inc.

Jeffrey or Carlos Penichet. The Penichets are co-founders of
Bilingual Educational Services

Morton Schindel, President, Weston Woods

Staff recommended that the following names also be considered as possible members:

Robert P. Keim, President, The Advertising Council

Vincent T. Wasilweski, President, The National Association of
Broadcasters (also a member of the Ad Council's Board of
Directors

C. P. McColough, Chairman, Xerox Corporation (also serves on
Ad Council's Industries Advisory Committee)

Frank T. Cary, Chairman, International Business Machines Corpora-
tion (also serves on Ad Council's Industries Advisory Committee)

Harold W. McGraw, Jr., Chairman, President and Chief Executive
Officer, McGraw Hill, Inc.

Next steps are an update from Mrs. Hirschberg to the Executive Committee so that final decision on appointments can be made, setting of the date of the meetings, and sending letters of invitation.

Cooperation with ALA and Ad Council Support

Mrs. Hirschberg reported that she recently met with public relation representatives of the American Library Association to discuss respective activities and how to work together. She stated that (1) ALA plans a poster for the White House Conference, sharing approximately half of the cost of production and distribution with NCLIS; and (2) a meeting was held with Mr. Lewis Shollenberger of the Advertising Council.

Mrs. Hirschberg and Mr. Trezza expressed the feeling that the public relations campaign should begin at least two months prior to the White House Conference (as opposed to after the Conference, as suggested by ALA). Further discussions will be held with the ALA and Mr. Schollenberger.

Information Society Film Project

Mrs. Hirschberg informed the Commissioners that on November 7th she and Mr. Benton met with Mr. Alvin Permuter, Executive Producer of the proposed film (see CD #78-52). Two major problems exist: Funding (the

film would cost \$550,000 with an additional \$50,000 for promotion); and the time frame (46 week production schedule--this would seem to eliminate the possibility of having the film in time for the White House Conference).

Station executives expressed the concern that their guidelines would not permit them to accept funds directly from firms in the information business because of the appearance of conflict of interest. Mr. Benton suggested that copies of the NCLIS and WHCLIS laws be sent to them which authorize fund-raising by NCLIS. However, to avoid possible legal problems, the staff suggested the possibility of raising funds for NCLIS projects in the public awareness area and, if sufficient funds were raised, perhaps some of them could be used for the film.

Friday, December 8, 1978

The meeting was called to order at 9:00 a.m. by Chairman Benton.

Executive Director's Statement

This section of the Minutes is being summarized from the transcript of the meeting and will be ready for the Commission's consideration at the March meeting.

White House Conference Activities Review

An information packet (CD #78-60) was distributed to all Members. Mr. Trezza described his idea for an exhibit at the White House Conference. It should include a live operating information and reference service; a direct phone tie-in with the District of Columbia Public Library information service; possible computer terminal tie-in to the Library of Congress; and other pertinent data bases. Such an exhibit would provide the delegates with a sophisticated reference service by having an expert staff available to actually demonstrate examples of library and information services.

Mr. Benton stressed the need to present the structure and content outline for the White House Conference to the first meeting (February 1 and 2, 1979) of the newly-constructed White House Conference Advisory Committee. He also expressed his concern that the categories list were based upon the National Program Document (Attachment C in CD #78-60). Mr. Trezza explained that this is a "mechanism" for dealing with the many categories, and when necessary, new categories are added.

Robert Wedgeworth

Mr. Robert Wedgeworth, Executive Director of the American Library Association (ALA), and Miss Eileen Cooke, Director of the ALA Washington Office, appeared before the Commission and presented a brief update on the Proposition 13 situation in California and an update on ALA's activities in support of NCLIS White House Conference activities. Mrs. Hirschberg is working closely with the American Library Association in helping to develop and carry out the various suggestions for public relations campaigns, such as the McDonald bookmobile round-up proposal, contacts with the Advertising Council, etc.

Mr. Benton suggested that Mrs. Hirschberg draft a letter for the signature of Al Stern, or another appropriate person, in the White House requesting the support of the ALA proposal to the Advertising Council for a nationwide campaign on literacy and the need for the "campaign" to be conducted in conjunction with the White House Conference.

Conference on Proposition 13

The Commission was asked to consider a recommendation from the PLA-ALA that NCLIS co-sponsor a Conference on Proposition 13. Mr. Welsh stated that this problem could be handled all over the country in various ways. There was no support for the proposal by the Chairman or the other Commissioners. No action was taken (CD #78-55).

Theme Conference on Literacy

Commission Document #78-58, "Action Minutes from the Initial Meeting of the Core Group Planning for the Theme Conference on Literacy," was included in the meeting packet. A steering committee meeting will be held on December 13. The next meeting of the core group will be held on 5 January 1979. This will be an invitational conference and will require a budget of \$40,000 to \$75,000. Some funds (\$15,000 to \$20,000) can come from the White House Conference budget. However, additional funds from other sources such as the Ford Foundation, the National Endowment for the Humanities, etc., will be solicited.

UNESCO General Information Program

A letter from Robert Wedgeworth of ALA to Mr. Trezza (Commission Document #76-54) requested that NCLIS explore the possibility of inviting the U.S. National Committee for the UNESCO General Information Program to locate its headquarters office within NCLIS. Mr. Trezza stated that the letter was exploratory and required no action at this time. Staff will consider the possibilities, problems, etc., and report to the Commission at the next meeting. The Chairman stated that "we must focus our priorities and be more disciplined in saying no." Mr. Wedgeworth responded by saying, "I realize that the Commission does have priorities. I want to gently remind the Commission that it has done impressive work in bringing together bits and pieces, and we do not want to lose that momentum because of the White House Conference. We are depending on you for a lot of other things besides the White House Conference."

Agenda for Chairman's Anticipated Meeting with the President

The Chairman announced that he will seek input for agenda items when meeting with the President this February from the Commission, the White House Conference Advisory Committee, and other groups such as the American Library Association and the American Society for Information Science. "Another possibility," he said, "is to discuss it at the January 6 meeting in Washington, D.C." (Note: This is not possible as the January 6 meeting is an Executive Session and only the personnel matter agreed to can be discussed. Any other topics would be considered a violation of the Sunshine Act. AFT.)

Commissioners' Comments

Mr. Burns requested that the Commission meeting Minutes be sent out in a more timely fashion, and that a final agenda (rather than tentative) be sent as soon as possible before the meetings. Mr. Trezza stated that both actions and minutes were sent well in advance of the Commission meeting and that the agenda was not finalized by the Chairman until December 1. Staff will continue to try to get the minutes and agenda out early.

Mrs. Leith stated that she was very disturbed about Commissioners and staff giving all of their time to the White House Conference and agreed with Mr. Wedgeworth's statement. "Unless we maintain the tremendous activity that we have been doing in the past, we are going to be dismissed after the White House Conference. Originally the Commission wanted only 25 percent of Mr. Trezza's time on the White House Conference because we wanted to maintain the leadership role NCLIS has attained," she urged.

Mr. Velde announced that he attended the Illinois and New York pre-White House Conferences.

Mr. Becker proposed that the Commission present a resolution in honor of Mr. Frank E. McKenna, Executive Director of the Special Libraries Association, who passed away on November 10, 1978, for his distinguished service in the field of special libraries. The Commission agreed and asked Mr. Becker to prepare the resolution.

Mr. Benton stated that this has been a difficult meeting and that the challenges ahead of us are overwhelming. "The National Program Document has its shortcomings--hopefully, we will come out of the White House Conference with a document for the 1980's. This is the opportunity before us," he said.

The meeting was adjourned at 12:30 p.m.



National Commission
on Libraries and Information Science

FORMAL MOTIONS AND ACTIONS

December 7-8, 1978

- (1) It was MOVED by Mr. Velde, seconded by Mr. Becker, that the Minutes of the September 21-22, 1978, NCLIS meeting be accepted, as amended by Dr. Burkhardt and Mr. Burns. Passed unanimously.
- (2) It was MOVED by Mrs. Leith, seconded by Mrs. Jones, that the revised "Project Media Base: Bibliographic Control of Audio-Visual Resources" Report be accepted as submitted. Passed unanimously.
- (3) It was MOVED by Mrs. Leith, seconded by Mr. Velde, that:
(1) the Commission approve the recommendations for implementation contained in the "Report on the Role of the School Library Media Program in Networking"; and (2) that the Commission authorize funds not to exceed \$5,000 for this project. One month staff time is projected for this activity. Passed unanimously.
- (4) It was MOVED by Mr. Velde, seconded by Mr. Burns, to accept the charter for the Task Force on the Relationship Between the Government and the Private Sector (renamed the Task Force on Public/Private Sector Relations). The proposed list of persons to serve on the task force will be referred to the Executive Committee for review. Further, that the Commission approve \$25,000 from fiscal year 1979 and \$25,000 from fiscal year 1980, for a total not to exceed \$50,000 for this project. Passed unanimously.
- (5) It was MOVED by Mr. Becker, seconded by Mrs. Leith, to hold an Executive Session on 6 January 1979, from 10:00 a.m. until 4:00 p.m. in Washington, D. C., to consider the offer of resignation by the Executive Director to the Commission. At that Executive Session, the Executive Director will be given the opportunity to participate in the discussion with the Members of the Commission at the appropriate point in the proceedings. Passed unanimously.
- (6) By general agreement, and at the suggestion of Mr. Becker, the Commission will present a resolution in honor of Mr. Frank McKenna, who passed away on November 10, 1978. Mr. Becker offered to prepare the resolution. (A copy, as submitted by Mr. Becker, is attached.)

Two other actions were taken by consensus rather than formal motions. They are:

- (1) The "Proposed Governance Structure for NCLIS" document, prepared by an Ad Hoc Committee consisting of Joseph Becker, Chairman, Clara Jones, and William Welsh, was discussed in detail, with many suggestions for revision and change. It was agreed that the document would be revised and that the section on "committees" would be handled as a separate document. It is expected that a revised version of the document will be sent to the Commissioners for study. At its March meeting the Commission expects to be in a position to adopt the guidelines.
- (2) The proposed Literacy Theme Conference, scheduled for April 2, 3, and 4, 1979, was discussed. The Commissioners supported the plan. Mr. Trezza stated that an amount not to exceed \$20,000 from the White House Conference budget would be needed. Although there was no formal motion, the consensus was to go ahead. Formal action on the fiscal aspects will be taken at the March meeting (by which time the amount needed can be verified).

At its meeting in Los Angeles on December 7-8, 1978, the National Commission on Libraries and Information Science noted with deep regret the passing of Mr. Frank E. McKenna, Jr., Executive Director of the Special Libraries Association.

Mr. McKenna served a long and distinguished career in the forefront of the field. The National Commission praised his many valuable contributions and issued the following resolution:

Resolved, that the National Commission recognize the distinguished career of Mr. Frank E. McKenna, Jr., in the service of the library profession and convey its sympathy and condolences to his family.

A news release on the above resolution will be issued shortly.